

NINE MONTHS TO IMPLEMENT CM/ECF – HENCE THE NAME . . .

THE BACK NINE

YOUR **CM/ECF** RESOURCE FOR
THE NORTHERN DISTRICT OF OKLAHOMA



Message from the CM/ECF Project Team

The arrival of CM/ECF is certain. In March, the way our district court, and eventually ALL district and bankruptcy courts do business, will change. Since you are joining us on this journey

into new territory, we want to share some educational tools and resources that will make the progression successful and (almost) painless.

Internet Resources

When you want fast, reliable answers to your CM/ECF questions, you can turn to a variety of Internet sources. For example, the U.S. Courts website features an extensive section dedicated to CM/ECF. This site provides links to instructional videos and testimonials from attorneys; Procedural Rules for Lawyers; links to district courts, which detail the conversion experiences of those courts that are already using CM/ECF; and much more. Follow these instructions to get there:

1. Go to **www.uscourts.gov** and select **Electronic Access to Courts**.
2. Select **Case Management/Electronic Case Files Project**.

In addition to checking out the U.S. Courts website, visit Oklahoma Northern's website frequently for CM/ECF updates in our district. Just look for the "What's New on Our Website?" section of our newsletter every month for a summary list of CM/ECF items we have updated or added to the Web.

Computer-Based Training

CM/ECF Computer-Based Training modules (CBTs) have been designed with you in mind. Our court strongly recommends that everyone in your office, who will be involved in electronically filing documents, familiarize themselves with CM/ECF. Completion of the CBTs will prepare you for the formal CM/ECF training beginning later this year and will also aid in a smoother transition for your firm next spring. Follow the steps below to get started:

1. Go to **www.oknd.uscourts.gov** and select **Intake Counter & CM/ECF**.
2. Under Training, select **CBT Modules**.
3. Follow the provided instructions.

Bob E. Filer's Top 9 List Acronyms You Need to Know

ICMS - Integrated Case Management System or "Initial Computerized Mammoth System." ICMS has served the court well for years, but modern computer solutions and hardware advances have made ICMS obsolete. CM/ECF is the new way to store all case information and attorney data.

PACER - Public Access to Court Electronic Records or "Primarily Another Court Endured Resource." PACER has steadfastly provided case information for many years.

RACER - Remote Access to Court Electronic Records, or "Really A Computerized, Electronic Runner." Now CM/ECF does its job, so RACER will be retired.

LAN - Local Area Network, or "Let's All Net-Surf." LANs are groups of computers that are wired together to share resources like printers, or for CM/ECF, an internet connection.

CBT - Computer-Based Training. No, it does not stand for "Computer-Based Terror." In fact, the training modules are quite short and a great way to learn about CM/ECF.

PDF - Portable Document Format (not "Probably Damages Files"). PDF files are just as safe and secure as Word or WordPerfect files. In some ways, they are more secure.

LPGA - Yeah, it's a golf acronym for Ladies Professional Golf Association. It won't help you learn CM/ECF, but it's good to know since Tulsa hosts the tournament each year.

CM - Case Management, but should stand for "Can't Miss!" It notifies you of changes in your cases automatically.

ECF - Electronic Case Files or it could just as well stand for "Everyone Can Frolic" because with ECF you can file from anywhere you have internet access, even the golf course.

What's New on Our Website?

- **CM/ECF Countdown Timer** - The clock is ticking. Find out how much time we have left until CM/ECF, down to the second!
- **Online Newsletter** - Each month the current issue of our newsletter can be viewed online, and previous months' issues will be available too.
- **CBTs** - Computer-Based Training. See the article above about this excellent resource.
- **Direct links to the U.S. Courts website and FAQs.** - Go straight to the source.



Bob E. Filer* is picking up new acronyms every day!

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Visit us on the web at
www.oknd.uscourts.gov

*Bob E. Filer is the Official
2003-2004 Computer
Spokesmodel for CM/ECF